

Our Ref: 117 14

8<sup>th</sup> September 2014

Dear Parent/Carer

**Year 10 “Countdown to GCSE” Evening**

I am writing to remind you that the above meeting is taking place on **Thursday 11<sup>th</sup> September 2014**, as published in the school calendar. This is an opportunity to hear the key information for your son’s journey through Key Stage 4. We will outline the process of preparation for examinations and controlled assessments in Years 10 and 11 and give information about target setting.

The meeting will take place in the school hall at 7.00 p.m. Your son should attend the meeting with you. Uniform is not required.

We look forward to seeing you on Thursday evening.

Kind regards

Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Slater', written in a cursive style.

**Mr S Slater**  
**Vice Principal**  
**Curriculum & Personnel**